

<b>SIGNATURES</b>	The inspector and a research facility representative should sign all pages of the inspection report.
	<p>The signature of the representative certifies that the person received a copy of the inspection. It does not necessarily mean that the person agrees with the findings of the inspection. Any disagreements about the inspection findings should be referred to the appropriate Animal Care Regional Office.</p> <p><b>Date:</b> The signature date on the inspection report (lower right hand corner) should be:</p> <ul style="list-style-type: none"><li>• for the inspector - the date the inspection report was written and signed</li><li>• for the research facility - the date a copy of the inspection report was received</li></ul> <p><b>NOTE:</b> The inspection date on the inspection report (upper right hand corner) should be the date that the inspection was conducted OR the date the inspection was started if the inspection took multiple days to complete. The inspection date and the signature date may be different dates.</p> <p><b>Refusal to sign:</b> If a representative of the research facility refuses to sign the inspection report:</p> <ul style="list-style-type: none"><li>• do not put on the inspection report (narrative or signature block) that the person refused to sign the inspection report</li><li>• type in the signature block "Hand-delivered"</li><li>• leave a copy of the inspection report with the representative, if possible, and</li><li>• send the research facility a copy of the inspection report, even if a copy was left with the representative at the time of the inspection, by:<ul style="list-style-type: none"><li>▸ certified, return receipt mail, OR</li><li>▸ email with a return acknowledgment or receipt requested</li></ul></li></ul>

